

## TERMS OF REFERENCE

### Disaster risk management specialist

#### **Background**

The International Bank for Reconstruction and Development (IBRD) and Agence Française de Développement (AFD) are implementing US\$ 300 million Serbia Local Infrastructure and Institutional Development Project (Project). Project implementation is part of wider urban development activities in Republic of Serbia that are based on Sustainable Urban Development Strategy (SUDS) and will apply a holistic approach, where current policies and practices important for overall local infrastructure service delivery will be strengthened through mixture of investments, technical assistance, and capacity building. In order to support and strengthen infrastructure service delivery at the local level, special focus would be on improving mobility in a sustainable manner to increase accessibility to economic and social opportunities.

#### **Objective**

The objective of the Project is to improve Local self-governments (LSGs) capacity to manage sustainable infrastructure and improve access to economic and social opportunities in climate aware manner. Project consists 3 components:

*Component 1. Climate Smart Mobility* would improve mobility within the LSGs through strengthening system for transport infrastructure service delivery and by supporting transport infrastructure renewal that will increase resilience to natural disaster while reducing emissions of Greenhouse gases (GHGs) and local pollutants. The component will be implemented through two subcomponents:

(i) *Infrastructure renewal* - The majority of investments will be in transport infrastructure reconstruction and rehabilitation, within the existing infrastructure perimeters. The promotion of resilient and inclusive approach and of active mobility and priority for public transport will be integral part of the project design. This sub-component will also finance technical assistance required for the execution of the works including services for design, supervision, technical audit, and road safety audit. All LSGs will get funding for activities eligible for financing under this subcomponent in accordance with predefined formula and in the form of grant transfers and subject of signing the Grant Agreement.

(ii) *Sustainable mobility enhancement* – Activity will strengthen LSGs systems to plan, manage, implement, and operate resilient transport networks that promote patterns of climate smart mobility in sustainable manner. This subcomponent will finance technical assistance, capacity building and demonstration pilots in three main areas:

- a) *Improve local road network management and resilience*; Creation of framework for local roads management including guidance on institutional arrangements, policy, standards, maintenance contracting, asset management, resilience and road safety.
- b) *Mainstream sustainable and integrated mobility planning*; Creation of approximately 40 gender sensitive Sustainable Urban Mobility Plans (SUMPs) with transport management plans for medium and small size LSGs.
- c) *Pilot smart mobility solutions through digital technologies*; Creation of proposals for smart mobility contractual modalities in areas such as optimizing public transport services, intelligent transportation systems, real-time information and infrastructure or service sharing schemes.

*Component 2. Strengthening Systems and Capacity for Infrastructure Service Delivery* would improve the effectiveness and sustainability of infrastructure service delivery at the local level through strengthening LSGs' capacity to implement current planning and Project finance management (PFM) and Public Investment Management (PIM) policies. The component will finance a mixture of technical assistance and capacity building activities focused on:

(i) *Enhanced strategic participatory planning and identification of pipeline projects* that would include climate and resilience considerations into the planning approaches and better integrate them into the capital investment and budget planning process. The subcomponent will finance technical assistance and capacity building in three main areas:

- a) *Improve Participatory Planning in Pilot LSGs* - development of critical planning and environmental and climate related strategic documents and corresponding multi-annual and annual budgets.
- b) *Identification and Initial Preparation of Future Urban Investment Projects* - urban regeneration and municipal infrastructure projects would be identified, and technical assistance provided for early-stage preparation of future investments.
- c) *Mainstream Participatory Approach* - development of Manual for Citizen Participation and E-Government portal extension for informing on the planned infrastructure investments and planned consultations.

(ii) *Strengthened institutions, PFM, access to financing, and capacities* that would ensure institutional improvements in the local PFM and PIM accompany the direct benefits through the provision of funding for the LSGs. The subcomponent will be implemented through set of analytical work, technical assistance, and development of tools, in particular:

- a) *Improving access to financing* - Assessment the current local infrastructure financing framework and design of recommendations to improve the LSGs' ability to raise private capital for infrastructure investments, potentials of green funds, and perspective of the municipal fund scheme;
- b) *Strengthening institutions and human capacities* - Review of the currently fragmented institutions and human capital and design of recommendations for consolidated approaches and process simplification
- c) *Enhancing the implementation of key country systems for climate aware infrastructure service delivery* - Capacity building and implementation support in areas including: procurement, PFM, PIM, transparency and inclusion, contract management, social and environmental management etc.

*Component 3: Project Implementation Support and Awareness Raising* would establish institutional set up that will enable successful implementation of the project and raise awareness about importance of green transition and sustainable mobility. Activity will support the establishment and maintenance of the strong Project Implementation Unit (PIU) and strengthening of Central Fiduciary Unit (CFU).

The Project will be managed by the Ministry of Construction, Transport and Infrastructure (MCTI) through a PIU, supported by the CFU in the Ministry of Finance (MoF), the employees in the LSGs officially assigned to the project, and the Project Steering Committee. The PIU will be responsible for the overall management of the Project, and it will provide full technical support and guidance to the LSGs in selecting, preparing, reviewing, supervising, and managing investments. The CFU will be responsible for fiduciary issues like the financial management of the Project, will support the PIU in approving procurement related documents, and will support the LSGs to implement procurement procedures, including procurement capacity development. LSGs will be responsible for full project life cycle – from prioritization, preparation, procurement to management and supervision. The

Project Steering Committee will consist of the representatives of respective ministries and project partners and will overview the implementation of the Project, facilitate policy dialog and inter-ministerial cooperation, help resolving any bottlenecks that might be experienced, and adopt annual progress reports.

### **Scope of Work – Disaster risk management specialist**

The scope of work of the disaster risk management specialist shall include, but not be limited to the following:

- Provide technical inputs and leadership to the PIU ongoing and planned technical assistance related to issues/activities/investments focusing on:
  - mainstreaming of risk reduction in sectoral investment by:
    - preparing/reviewing procurements documentation;
    - reviewing proposals, technical reports/studies, master plans, feasibility studies, proposed scope of works, preliminary designs, cost estimates, bidding documents providing technical advice and inputs;
    - supporting and leading conceptualization of/supervision of physical as well as non-structural investments;
    - recommending and implementing innovative approaches and solutions, such as green infrastructure solutions, or nature-based solutions; etc.
- Provide operational support through identification, preparation, and implementation of activities/investments through:
  - technical inputs for various-stage project documentation,
  - support for quality review processes, monitoring and reporting;
  - leading and participating in missions and draft mission preparation and monitoring documents;
- Support and lead policy and knowledge agenda, contribute or lead the policy dialogue through:
  - sharing of technical knowledge and good practice, and providing inputs or lead various analytical and knowledge products and activities,
  - participating in peer-review processes,
  - contributing or leading knowledge activities targeting external/internal stakeholders; etc.
- Specialist will be responsible for coordinating on the multi-hazard disaster risk assessments undertaken under Project umbrella activities
- Operationalization of system for the storage, analysis and management of disaster data;
- Support capacity development planning to incorporate climate-risk considerations into technical feasibility studies for infrastructure projects to optimize feasibility and safeguard of the investments;
- Provide TA support to the relevant Government counterparts
- Advise and support coordination and implementation of the National DRM Policy
- TA support to incorporate and mainstream gender equality and social inclusion in the thematic interventions
- Identify specific DRM needs and demands of the project and help build partnerships at the national and sub-national levels to meet those needs;

- Facilitate the flow of information between key Government partners of the project and with other Government and development partners on DRM issues.
- Represent and share the project results both at national, regional and at external events as required by the Project
- Share knowledge on disaster management and disaster resilience, including through case studies and good practices;
- Support the project team (both in the office and in the field) and contribute to the monthly and periodic progress reporting requirements of the project
- Perform other duties in support of project preparation and implementation, as required;

### **Profile of the Disaster risk management specialist**

The Disaster risk management specialist should possess:

- Advanced university degree (Master's degree or equivalent) in Civil Engineering, Hydro Engineering, Water Resources Management, Technical sciences or other related areas to disaster risk management
- Relevant professional certifications related to DRM and DRR will be considered as advantage
- Minimum 7 years of total professional experience in the field of disaster risk management – providing policy advice and programme support in the general area of DRR and DRM
- At least 5 years of relevant engineering experience in design of technical documentation and/or construction of DRR infrastructure
- Experience in design of DRR plans would be considered as advantage
- Experience in strategic planning in accordance with Law on planning system and capital investments planning would be considered as advantage
- Experience in the field of LSGs budgeting would be considered as advantage
- Relevant experience with projects of international financial institutions will be considered as an advantage
- Experience in delivering of technical assistance to LSGs in DRM sector will be considered as advantage
- Openness to change and ability to receive/integrate feedback
- Strong analytical skills and ability to identify key strategic issues, opportunities and risks
- Competence for incorporating gender perspectives into substantive work and ensuring the equal participation of women and man in all areas of work; commitment to the goal of gender balance in staffing and creating a gender sensitive working environment that pays attention to work/life issues
- Knowledge of computer, office software and web-based applications use
- Cultural, religion, race, nationality and age sensitivity and adaptability
- Excellent writing/reporting and presentation skills
- Excellent interpersonal, networking and team building skills
- Excellent knowledge of written and spoken Serbian and English

### **Length of assignment**

The Consultant shall provide full time services for the life of the project, i.e. until November 30, 2028, with a probationary period of six (6) months.

The Consultant shall not have other full or part-time assignment during the engagement under this Contract.

### **Contracting arrangements**

The Consultant is expected to provide services for at least 8 hours each day, Monday to Friday, to a minimum period of 40 hours per week. All leave to be allowed to the Consultant is included in the staff months of service. The Consultant will have 30 days of paid vacation leave per year. The leave for national holidays is to be considered paid.

### **Facilities to be provided to the Consultant**

MCTI will provide the Consultant with suitable office space and office equipment (PC, telephone, internet connection, etc.) and access to office services as required.

### **Confidentiality**

The Consultant undertakes to maintain confidentiality on all information that is not in the public domain and shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment.

### **Selection of Consultant**

The Consultant will be selected applying Open competition method.

The Consultant is eligible and his selection does not create any conflict of interest as provided in the Bank's Procurement Regulations.

Women candidates are strongly encouraged to apply.

### **The evaluation criteria for this assignment are:**

- Specific Experience relevant to the Assignment (50) Points
- Qualifications and Competence relevant to the Assignment (50) Points